

# **Penrice Mine Community Consultation Group Terms of Reference**

## **Context**

Penrice Quarry & Mineral (PQM) seeks to engage the Barossa community in the planning and operation of the limestone quarry at Penrice, near Angaston, in the Barossa.

PQM's approach is to establish an effective ongoing communication and consultation process in order to achieve widespread stakeholder engagement and the active sourcing of feedback for consideration in the future planning and operation of the mine.

A Community Consultation Group (CCG) will provide a forum to discuss the operation, provide for the flow of information and offer advice. Other forms of communication and consultation with stakeholders and community are planned in addition to the CCG.

PQM will have full responsibility for resourcing, participating with and maintaining to the satisfaction of PIRSA, a CCG for the term of the operation and in accordance with terms of reference approved by PIRSA.

## **Purpose of the Community Consultation Group**

The purpose of the CCG is to:

- Allow for the exchange of information and advice between PQM and the community
- Provide a mechanism for gathering local knowledge and input in the planning and operation of the mine
- Assist PQM to identify local issues and discuss appropriate future strategies
- Participate in the development of an agreed set of environmental performance outcomes and measurement criteria for the Penrice Quarry to be used as a basis for regulatory arrangements by PIRSA.
- Provide a forum for reporting against the agreed environmental outcomes over the life of the operation.

## **Role of the Community Consultation Group**

The CCG will be consultative in nature and operate in an advisory capacity rather than a decision making or voting capacity.

The key functions of the CCG are to:

- Provide a representative view of local community interests in Penrice, Angaston and the Barossa generally
- Identify and communicate the potential local and regional interests and needs of the community as they relate to the mine

- Discuss and consider the range of community views, interests and concerns related to the mine.

### **Key Activities of the Community Consultation Group**

Key Activities of the CCG will be to:

- Meet with PQM and provide feedback on the mine from the local community's perspective
- Identify issues and interests of relevance to the local community;
- Provide advice to PQM in relation to the issues and interests of the local community
- Provide advice to PQM on how best to communicate and consult with stakeholders and the community.

### **Membership**

The CCG will consist of nine (9) representatives including an Independent Chair, four (4) local community representatives, two (2) Council representative, and two (2) PQM representatives.

The configuration of the CCG will be:

- An **Independent Chair** appointed by a Selection Panel comprising one representative from PIRSA, Community, Council and PQM. The Chair will demonstrate:
  - Experience and skills in chairing meetings and in working constructively with members who may represent diverse views
  - Excellent communication skills
  - Ability to interact effectively with all representatives on the CCG
  - An understanding of issues and interests of relevance to the local community.
- Four (4) local community representatives demonstrating an understanding of, or significant interest in, community issues of which they are a member. Representation may be drawn from interests including but not limited to:
  - One (1) with a focus on local community
  - One (1) with a focus on affected landholders
  - One (1) with a focus on local business and industry and the Barossa brand (e.g. that reflects the diverse nature of the region)
  - One (1) with a focus on public health and the environment (e.g. natural resource management, national parks, water management, vegetation management).
- **Two (2) Local Council representatives (One Elected Member and One Staff Member)** demonstrating an understanding of community, business, public and environmental health, planning, infrastructure and natural resource management.

- **Two (2) PQM representatives** (e.g. General Manager, Mine Manager or Environmental Manager).
- PIRSA, EPA, DWLBC, and technical specialists will be invited to attend meetings by the CCG, as required.

### **Proceedings**

- The Independent Chair through the CCG will have the authority to meet with people or groups to discuss issues that relate to the community and environmental impact of the Penrice Quarry and be authorised to report to the Minister for Mineral Resources Development as deemed necessary by the CCG.
- The CCG will appoint a Vice Chair to chair meetings in the absence of the Chair.
- PQM in consultation with the CCG will appoint an Independent Facilitator to assist with the conduct of meetings, as required.
- Meetings of the CCG will be open to the public, subject to Confidentiality and Conduct guidelines; and members of the public will be able to speak at the invitation of the Chair only.

### **Confidentiality and Conduct**

Representatives of the CCG and PQM are expected to act with integrity, objectivity, openness and honesty.

Representatives shall respect the confidentiality of items of business which the CCG and PQM may determine are confidential in nature.

The CCG may remove any member on the grounds that he or she has been absent from meetings without leave for two or more consecutive meetings or for any other reason at its discretion.

### **Key Responsibilities**

#### ***All CCG representatives will:***

- Work within the framework of the CCG Terms of Reference
- Provide opportunities for all representatives of the CCG to present their views
- Respect other representatives' rights to express a differing opinion to their own
- Commit to attending and participating in all CCG meetings and providing advance notice of non attendance at meetings where possible
- Act as a conduit between all CCG members the community and PQM and consider community enquiries and concerns raised through personal contact and provide this information to the CCG

- Agree to have CCG representative details (e.g. names) publicised in project communication materials
- Respect that no community representative, other than the Independent Chair, speak to the media in their capacity as a representative of the CCG
- Refer all media enquiries regarding the CCG to the Independent Chair.

### **Fees and Expenses of Members**

Each local community representative will be reimbursed by PQM for travel and other out of pocket expenses associated with attendance.

### **Meeting Schedule**

Meetings will occur on a quarterly basis and additional meetings may be called from time to time if required. It is proposed that meetings will be held on at Angaston at a time, day and venue to be advised. A light supper will be provided.

CCG representatives will receive the Group's agendas and minutes. The CCG is planned to be in place for an initial period of 24 months. Broader Community Meetings will be held at least six monthly, or as required. A further assessment of the ongoing role of the CCG will be undertaken towards the conclusion of the initial period.

### **Call for Nominations**

Invitations for local community representatives are sought from the community for appointment by the Selection Panel to the Penrice Mine Community Consultation Group.

Nominations for the positions of local community representatives will be invited via a public advertisement and letters to relevant community groups.

The Terms of Reference and Nomination Forms are available in:

- Hard copy form from:
  - Penrice Quarry & Mineral
  - The Barossa Council Chambers, Nuriootpa
- Electronic form from Penrice Quarry & Mineral's website at <http://www.penrice.com.au>

Nominations should be forwarded to PIRSA:

Mr Greg Marshall  
Chief Inspector of Mines  
PIRSA Minerals & Energy Resources  
GPO Box 1671  
Adelaide SA 5001